

MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION

OCTOBER 5, 2015

The Miami Township Board of Trustees met in work session on Monday, October 5, 2015 at the Miami Township Civic Center. Chairperson Mary Makley Wolff called the meeting to order and led the Pledge of Allegiance. Mr. Ferry called the roll and present were Mary Makley Wolff, Karl Schultz, and Ken Tracy.

Mr. Wright advised Chief Madsen has submitted two additional bids for the renovations of the lower level of the Police Department. Chief Madsen is recommending the Board approve a contract with McGill Smith Punshon at their October business meeting.

Mr. Musselman advised he has given the go ahead to the electrical contractor to run the electric for the Township pylon sign. With regards to the gateway sign, the location has been determined with ODOT's approval of the design. Mr. Musselman stated he is still waiting on one more quote for the monument signs for Community Park and Trailside. Mr. Musselman stated the bids for the Leming House project have to be rejected and re-done because the bids were not bid with prevailing wages. With regard to the slide on Dry Run Road, Mr. Musselman is waiting to see if we are awarded a grant for the work and will continue watching the road.

Assistant Fire/EMS Chief Mack requested permission to purchase reflective markers for Fire Department equipment at a cost of \$4,000.00. These markers allow the equipment to self illuminate in dark, thick smoke. With regard to the Tower 1 Lift Cylinder repairs, the cylinders that support the heavy aerial tower are showing age and are in need of work. Rather than waiting and allowing this to become a safety issue, the department is requesting approval to spend up to \$7,500.00 for the repairs.

Chief Madsen explained one part-time person retired from their position and she would like to replace that one person with two people who would share the one part-time position. The two people have agreed to share the one part-time position and they both have previous training and extensive knowledge of the police department's RMS software and have served as police records clerks and record entry personnel for a similar situated police agency. Their experience and external knowledge of the Clermont County Clerk's Office make them more than qualified for this part-time position. Chief Madsen is requesting the Board grant conditional offer of employment to Sherry Drake and Heather Cunningham as part-time police clerks, not to exceed 1,500 hours between the two of them.

Mr. Schultz moved to approve a conditional offer of employment to Sherry Drake and Heather Cunningham as part time police clerks not to exceed 1,500 hours per year, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright updated the Board on the sign installation and maintenance agreement for the I-275 pylon sign noting Joe Braun, Township Law Director, has completed the negotiations and has reviewed and approved the agreement for the permanent easement for the pylon sign at St. Rt. 28 and I-275. Also, the Clermont County TID is constructing large improvements to the landslide area on Wolfpen Pleasant Hill Road and at the area of the ninety degree bend Miami Township owns an adjacent parcel on which some construction equipment will need to access adjacent to the right of way. Only a temporary easement is needed and the easement will not permanently affect the property. Both the permanent pylon sign easement and the Wolfpen Pleasant Hill Road temporary easement need the signatures of the Board. Mr. Wright is recommending the Board donate the temporary easement to the County for the improvements to Wolfpen Pleasant Hill Road by motion.

Mr. Tracy made a motion to approve the temporary construction easement for the Wolfpen Pleasant Hill Road County TID project and to authorize the Administrator to sign this temporary easement agreement on behalf of the Board, seconded by Mr. Schultz with all voting "AYE".

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Mr. Tracy made a motion approving the permanent sign easement for the pylon sign with the Imbus family at I-275, seconded by Mr. Schultz with all voting "AYE".

Mr. Elliff advised the Board there will be one more nuisance abatement list for their October business meeting. There are only a handful of properties with tall grass and/or weeds that need to be cut.

Mr. Musselman updated the Board on Service Department items. First, Mr. Musselman is requesting approval of the Board to look into extending the natural gas service run to the Civic Center and the Service Department to see if there will be any cost savings with heating these buildings. The Board asked what these two building are currently using and Mr. Musselman advised the Civic Center is using heating oil and the Service building is using propane. The Board asked if the current furnaces are adaptable to natural gas and Mr. Musselman stated to his understanding yes. The Eagle Scout project by Josh Pincheck is still ongoing. He is making improvements to Union Cemetery. The Service Department has been receiving their winter salt. At this point, they cannot accept any more because they have to keep the brown salt from last year separate from the new white salt. With regard to the Miami Meadows playground, he has received quotes for upgrading and replacing the playground equipment and is waiting on input from residents. Ms. Thibodeau stated she has shown the drawings to the playgroups that meet at the Civic Center and has documented their comments. The Board noted the Township got a refund from the brown salt we purchased last year.

Mr. Tracy made a motion to adopt Resolution 2015-56 a resolution declaring an emergency to exist and authorizing the removal of snow and ice from undedicated roads in accordance with Revised Code Section 505.82, seconded by Mr. Schultz with all voting "AYE".

Mrs. Thibodeau advised the Board she was recently contacted by Mark Calitri who is the Executive Director of the Clermont County Convention and Visitors Bureau regarding the possibility of hosting a soccer tournament at Miami Meadows Park for two weekends in April, Friday through Sunday both weekends. This tournament would be for the Blue Chip Women's College and the Blue Chip Men's College Showcase. This would be smaller than our yearly Dog Days Tournament. Mrs. Thibodeau stated she still needs to get information regarding the amount of people expected, traffic control, security and costs. She also noted this will be a one-time event tournament at Miami Meadows. The Board noted the park must be available to the residents at all times and it cannot come at a cost to the Township. Mrs. Thibodeau will continue exploring this issue and will report back to the Trustees.

Ms. Thibodeau advised that Mike Castrucci will be the Holiday Parade Marshall. Ms. Thibodeau would like to start a new tradition by doing a proclamation about the Parade Marshall and inviting them to attend the Trustees October business meeting where the proclamation will be presented to that person. The Holiday Parade is November 19th at 7:00 p.m. The Board felt this was a good idea. Ms. Thibodeau reminded everyone of the Harvest Fest this Saturday at Community Park.

Mr. Wright explained the wireless access at Station 27 has failed and is in need of replacing. The cost of replacing the access is under \$1,200.00.

Chief Madsen advised the Board that November 15th through 17th the onsite assessors will be at the Police Department to assess the Police Department for their accreditation. On November 1st of this year CALEA will change how they do business. After our assessment, the assessors will come every four years instead of every three years. CALEA is also changing their software to PowerDMS and the Police Department will request, at the October business meeting, the Boards approval to purchase the PowerDMS software for a total of \$5,659.00 which includes the first year one time training cost of \$1,400.00. Each year after the annual cost will be \$4,259.00. This will be an action item at the business meeting.

Mr. Wright updated the Board regarding the preliminary façade design for Station 29. There are three different options which are Historic, which is in keeping with our current building styles; Transitional which is going with a mix of old and new style or Contemporary which is going in a completely different direction. Mr. Wright noted that he, Chief Kelly and Mr. Musselman all recommend the new station go with a Transitional façade.

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Mr. Wright advised the Board for the past several years the Board has adopted a resolution that authorizes a Conversion Plan that permits employees to convert a portion of the payout at retirement of unused vacation and sick time to pensionable income. According to Ohio Public Employees Retirement System regulations, employers with Conversion Plans must update them annually. This resolution will be an action item at the business meeting.

Mr. Wright advised he and Mr. Braun has been meeting with the Spirit of 76 Committee regarding a resolution for the committee. Mr. Wright and Mr. Braun would like the Board to review the document and get comments back to them so this resolution can be presented at a later meeting.

Public Comment: Mr. Lloyd Eddy, of 709 Pine Ridge Road, came forward and gave a handout to the Board and discussed a potential sink hole in front of his home. Mr. Eddy also had concerns of the pylon sign that will be going up at St. Rt. 28 and I-275 and concerns of the former Township Administrator.

Executive Session: Mr. Tracy made a motion to go into Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official, or the investigation of charges or complaints against a public employee or official pursuant to Section 121.22(G)(1) of the Ohio Revised Code and to consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance or negotiations with other political subdivisions respecting requests for economic development assistance which is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project pursuant to Section 121.22(G)(8) of the Ohio Revised Code, seconded by Mr. Schultz with all voting “AYE”.

Mr. Tracy made a motion to come out of Executive Session, seconded by Mr. Schultz with all voting “AYE”.

With no further business to come before the Board the meeting was adjourned at 10:10 a.m.

ATTEST: _____
Eric Ferry, Fiscal Officer

Mary Makley Wolff, Chairperson